



Washington State Auditor's Office

Government that works for citizens

Accountability Audit Report

Tumwater School District No. 33

Thurston County

For the period September 1, 2014 through August 31, 2015

Published April 11, 2016

Report No. 1016176





Washington State Auditor's Office

April 11, 2016

Board of Directors
Tumwater School District No. 33
Tumwater, Washington

Report on Accountability

Thank you for the opportunity to work with you to promote accountability, integrity and openness in government. The State Auditor's Office takes seriously our role of providing state and local governments with assurance and accountability as the independent auditor of public accounts. In this way, we strive to help government work better, cost less, deliver higher value and earn greater public trust.

Independent audits provide essential accountability and transparency for District operations. This information is valuable to management, the governing body and public stakeholders when assessing the government's stewardship of public resources.

The attached comprises our report on the District's compliance and safeguarding of public resources. Our independent audit report describes the overall results and conclusions for areas we examined. We appreciate the opportunity to work with your staff and we value your cooperation during the audit.

Sincerely,

A handwritten signature in blue ink, reading "Jan M. Jutte".

JAN M. JUTTE, CPA, CGFM
DEPUTY STATE AUDITOR
OLYMPIA, WA

TABLE OF CONTENTS

Audit Summary	4
Related Reports	5
Information About The District	6
About The State Auditor’s Office	7

AUDIT SUMMARY

Results in brief

In most areas we audited, District operations complied with applicable requirements and provided adequate safeguarding of public resources. The District also complied with state laws and regulations and its own policies and procedures in the areas we examined.

However, we noted certain matters that we communicated to District management in a letter dated February 25, 2016, related to procurement of public works projects. We appreciate the District's commitment to resolving those matters.

About the audit

This report contains the results of our independent accountability audit of Tumwater School District No. 33 from September 1, 2014 through August 31, 2015.

Management is responsible for ensuring compliance and adequate safeguarding of public resources from fraud, loss or abuse. This includes the design, implementation and maintenance of internal controls relevant to these objectives.

Our audit involved performing procedures to obtain evidence about the District's uses of public resources, compliance with state laws and regulations and its own policies and procedures, and internal controls over such matters.

In keeping with general auditing practices, we do not examine every transaction, activity or area. Instead, the areas examined were those representing the highest risk of fraud, loss, abuse, or noncompliance. The following areas were examined during this audit period:

- Significant internal controls:
 - Events and fundraisers
 - Cash receipting
 - Petty cash and imprest accounts
 - Payroll
 - Disbursements
 - Safeguarding of assets
- Open public meetings
- Revenues and expenditures
- Self-insurance
- Information Technology (IT) Security
- Procurement – public works
- Career and Technical Education (CTE)

RELATED REPORTS

Financial

Our opinion on the District's financial statements and compliance with federal grant program requirements is provided in a separate report, which includes the District's financial statements. That report is available on our website, <http://portal.sao.wa.gov/ReportSearch>.

Federal grant programs

We evaluated internal controls and tested compliance with the federal program requirements, as applicable, for the District's major federal program, which is listed in the Federal Summary section of the separate financial statement and single audit report. That report is available on our website, <http://portal.sao.wa.gov/ReportSearch>.

Alternative Learning Experience

We have conducted a separate audit to examine the District's compliance with Alternative Learning Experience (ALE) requirements. That report is available on our website, <http://portal.sao.wa.gov/ReportSearch>.

INFORMATION ABOUT THE DISTRICT

Tumwater School District No. 33 provides educational services to approximately 6,600 students in Thurston County. The District's main objective is to provide public school services to students in kindergarten through 12th grade. The District has 12 schools: six elementary schools, two middle schools, two high schools and two alternative high schools. In addition, the District is host and fiscal agent for two regional programs: New Market Skills Center, which provides career and technical education to students in the region, and Tumwater West, which provides instruction to students in the Thurston County Detention Center.

An elected, five-member Board of Directors governs the District. The Board appoints a Superintendent to oversee the District's daily operations as well as its 641 employees. For the 2014-2015 school year, the District operated on an annual general fund budget of \$67.2 million.

Contact information related to this report	
Address:	Tumwater School District No. 33 621 Linwood Avenue S.W. Tumwater, WA 98512
Contact:	Mitch Thompson, Director of Financial Services
Telephone:	(360) 709-7010
Website:	www.tumwater.k12.wa.us

Information current as of report publish date.

Audit history

You can find current and past audit reports for Tumwater School District No. 33 at <http://portal.sao.wa.gov/ReportSearch>.

ABOUT THE STATE AUDITOR'S OFFICE

The State Auditor's Office is established in the state's Constitution and is part of the executive branch of state government. The State Auditor is elected by the citizens of Washington and serves four-year terms.

We work with our audit clients and citizens to achieve our vision of government that works for citizens, by helping governments work better, cost less, deliver higher value, and earn greater public trust.

In fulfilling our mission to hold state and local governments accountable for the use of public resources, we also hold ourselves accountable by continually improving our audit quality and operational efficiency and developing highly engaged and committed employees.

As an elected agency, the State Auditor's Office has the independence necessary to objectively perform audits and investigations. Our audits are designed to comply with professional standards as well as to satisfy the requirements of federal, state, and local laws.

Our audits look at financial information and compliance with state, federal and local laws on the part of all local governments, including schools, and all state agencies, including institutions of higher education. In addition, we conduct performance audits of state agencies and local governments as well as [fraud](#), state [whistleblower](#) and [citizen hotline](#) investigations.

The results of our work are widely distributed through a variety of reports, which are available on our [website](#) and through our free, electronic [subscription](#) service.

We take our role as partners in accountability seriously, and provide training and technical assistance to governments, and have an extensive quality assurance program.

Contact information for the State Auditor's Office	
Deputy Director for Communications	Adam Wilson Adam.Wilson@sao.wa.gov (360) 902-0367
Public Records requests	PublicRecords@sao.wa.gov
Main telephone	(360) 902-0370
Toll-free Citizen Hotline	(866) 902-3900
Website	www.sao.wa.gov